



UNIVERSITY OF
LEICESTER

Attenborough Arts Centre SEND Arts and Education Symposium



phf Paul Hamlyn
Foundation



Supported using public funding by
ARTS COUNCIL
ENGLAND

Access Pack

- Date:** Wednesday 8 May 2024
- Times:** 9am – 6pm
- Location:** Attenborough Arts Centre
- How to find us:** University of Leicester, Lancaster Road, Leicester, LE1 7HA
- Contact us:** arts-centre@leicester.ac.uk / 0116 2522455



Personalised Access

We are access-friendly, and passionate about our venue and programme working for everyone.

This is an in-person event. We will do all we can to meet your access needs, making reasonable adjustments wherever we can.

Our venue will only be open to staff and delegates of this event, until 5pm.

If you have specific requirements, please complete an Access Rider by 30 April 2024.

Venue Access



Plan your journey here: <https://attenborougharts.com/visit/>



Accessible parking

We have four blue badge spaces outside the building and limited additional spaces in next door University car parks.

To book a space in advance, subject to availability, please email: arts-centre@leicester.ac.uk

There are also double yellow lines spaces immediately on the road outside Attenborough Arts Centre which allow blue badge holders to park for up to 3 hours, subject to availability.



Event Parking

Other than accessible spaces, public parking must be used for this event. Please give yourself time to find a space at any of the following locations:

- **Victoria Park Carpark is the closest car park to AAC**
Victoria Park, Granville Road, Leicester, LE1 7RU
- **Freemans Multi-storey car park**, LE2 7TF 15 minutes walk from AAC. £8 for up to 9 hours, must be paid on campus before departure
- **On street parking** in LE2 1HA
- <https://www.leicester.gov.uk/transport-and-streets/parking-in-leicester/where-to-park/>

Building Access

Full access details and images of our building are available here: <https://www.accessable.co.uk/university-of-leicester/access-guides/attenborough-arts-centre>



- **Level access** throughout our building, including lifts to lower and upper floors, with audio and braille buttons
- **Automatic doors** only in operation on the front entrance



- **Café and event catering** will be provided, please let us know your dietary requirements in advance on the Access Rider



- **Companion / carer** – a free space can be booked in advance for your assistant if you are in receipt of PIP



- **Assistance Dogs** are welcome



- **Changing Places Facility** with height adjustable changing table, hoist and shower
- **Hand towels and sanitizer** available with no automatic drying machines
- **Stimming station** help yourself to a range of accessible and tactile materials and stimming toys to assist processing
- **Quiet Space** Studio 2 is available all day

- **Venue Lights** are a new LED system with motion sensors
- **Multi-faith prayer room** located at the Charles Wilson Building on campus; chaplaincy on London Road, or you can use studio 2 to pray in.
- **University of Leicester Campus Map:** <https://www.le.ac.uk/maps/>

Programme Access

- **Settling in time** Please arrive in good time to find the venue and settle in. You will be warmly welcomed and drinks will be available on arrival
- **Visual timetables** available in advance and throughout the day
- **Visual story/tour** available online which includes the sounds around the building: <https://attenborougharts.com/accessibility/>
- **Easy read programme**
- **Breaks** will be scheduled regularly throughout the day, but feel free to also take breaks whenever you need them.
- **Relaxed access** the lights will be up, but not full; sound will be amplified, but levels monitored. You can come and go throughout sessions as you need, and your assistants are welcome
- **Ear defenders** available at the stimming station
- **Recall assistance** Key Speeches will be filmed and slides from presentations will be available after the event

Communication support



- **BSL interpretation** will be provided at the event

- **E-tran Frame** available to assist with agency and non-verbal communication



- **Assisted Listening:** Hearing Induction Loops in each room. Please tune into 'T'



- **Braille** versions of key documents produced for this event

- **Large print** versions of key documents available

- **Friendly staff** : our team will be wearing staff badges, and are on hand to support you at any time.

What will happen in each location at Attenborough Arts Centre

Ground Floor	
Entrance / Front Desk	Welcome; Sign in; orientation and information. Support for Lost persons; safeguarding and first aid
Café	Event catering; settling in and social space; stimming station
Personal Care	Changing Places facility 1 additional gender-neutral accessible toilet Male toilets and female toilets
Main Hall	Event base, talks and presentations, round table discussions
Cloak room	Gallery office, a staffed space to leave large items, umbrellas and coats, please book in.
Shop	Staff and delegate discount available
Salmon Gallery	SENSory Ateliers – Practical environments set up to explore creative processes with SENSory Atelier artists

Gallery : lower ground floor	
Gallery 1	'Traces' exhibition, free and open for you to explore at any time
Gallery 2	'Unlocking the World' our SENSory atelier exhibition, free and open for you to explore at any time
Gallery Garden	Enclosed outdoor amphitheatre, with seating, available all day

First Floor	
Studio 1	SENSory Ateliers – Practical environments set up to explore processes with SENSory Atelier artists
Studio 2	Quiet space
Balcony Gallery	'Emotional Capsule: Women's Invisible Emotion' exhibition
Studio 3	SENSory Ateliers – Practical environments set up to explore creative processes with SENSory Atelier artists
Studio 4	SENSory Ateliers – Practical environments set up to explore creative processes with SENSory Atelier artists
Personal Care	2 accessible gender-neutral toilets

Access Rider

[Complete a digital version of this form online here](https://us2.list-manage.com/survey?u=4047779f7fe6d67c865aedfcc&id=f348e69812&attribution=false)

(<https://us2.list-manage.com/survey?u=4047779f7fe6d67c865aedfcc&id=f348e69812&attribution=false>)

Alternatively, please complete the form below, or type your responses into the body of an email and return to arts-centre@leicester.ac.uk

1. First name

2. Last name

3. Pronouns

4. Email Address

5. Phone number

6. Please tell us if you represent an organisation, if you are a freelance artist, or if another reason brings you to the Symposium (please give details...)

7. What interests you about the symposium?

8. We will do all we can to meet your access needs to attend this in-person event, making reasonable adjustments wherever we can. Please tell us about any accessibility requirements you may have here. *Note, if you would like to request an accessible parking space - please email arts-centre@leicester.ac.uk*

9. Please tell us about any dietary requirements.